



Town of Arlington, Massachusetts
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Minutes 10/06/2005

**Capital Planning Committee
Meeting Memorandum
October 6, 2005**

In attendance were:

Rob Addelson
Steve Andrew
Fred Fantini
John FitzMaurice
Charles Foskett, Chairman
Nancy Galkowski
Ruth Lewis
Anthony Lionetta
Barbara Thornton

Also, Mike Lehrich in attendance

* Denotes those not in attendance.

1. **Organizational Meeting:** This was the first meeting for the FY 07 Plan. N. Galkowski provided each member with a packet of received Department Requests, as well as other plan related information. C. Foskett provided a packet of organizational materials and reviewed the Agenda.
2. **Election of Officers:** N. Galkowski presided over the election of officers. The following nominations / elections were made: C. Foskett - Chair; J. FitzMaurice- Vice-Chair; and T. Lionetta- Secretary.
3. **John Bilafer's Retirement:** C. Foskett acknowledged John Bilafer's retirement and his contributions to the Capital Planning Process and the Committee over the many years. The Committee voted to send a Letter of Appreciation.
4. **Overall Financial Plan:** There was discussion about the Town's Five Year Financial Plan. This plan is tied to the success of the Override vote. N. Galkowski provided a spreadsheet for the Committee's information. In general, having a Town-wide Five Year plan is viewed as a positive step.
5. **Reorganization of Town's Financial Team:** C. Foskett and N. Galkowski informed the Committee on an initiative to reorganize the Town's financial positions; Comptroller, Treasurer and Assessors. This would include making now elected positions appointed. The matter will be studied by a subcommittee. The subcommittee's proposed composition includes a position for the Capital Planning Committee. This assignment will be made at a later date once the subcommittee's charge is better defined. Whatever is decided, as far as reorg, will need to be approved by Town Meeting.

6. General Update: There was a general discussion to update members on the status of various projects and the like:

- N. Galkowski reported that the **Reservoir Project** is nearly completed, on budget and looks great. (Capital Planning Committee members were encouraged to make a visit)
- Police Department will be having an Open House to showcase the new **911 Response Center**. (Capital Planning Committee will be sent invitations) Reverse 911 will be done soon.
- **Peirce Field** is almost done. Concession, Press Box and Home Bleachers are yet to be done. Grass Play Fields have been completed, but cannot be used till next year. Town items will be accomplished with available budget (maybe some surplus). Overall, we have a \$6 million overage to deal with, with the Industrial Parties.
- **Field User Committee** is planning to have a meeting with User Groups to discuss a \$6 / head/ season fee. Dollars raised will be used to fund expanded Out-Sourcing of field maintenance.
- **Symmes** is moving ahead slowly. Redevelopment Board is still working out a contract with Fish. (Possible adverse action by neighbors.)
- **Park Circle Fire Station** is predicted to be over the budgeted amount. The team is looking at possible ways to reduce cost. Project will be bid in January with hope of getting good price. Request for additional \$\$'s may have to be made to Town Meeting.

7. Subcommittee Assignments: C. Foskett reviewed Subcommittee structure and assignments. Noted modifications include: F. Fantini will take J. Bilafer position on the Public Works Subcommittee and Data Processing will be re-labeled at Information Technology Advisory Committee. There was discussion about adding the Transportation Advisory Committee to the Chart, however there was agreement not to do this and to have the Transportation Advisory Committee attended the Public Works Subcommittee session and help present their items.

8. Meeting Schedule for Year: C. Foskett presented the proposed schedule for the full committee meeting dates. Schedule was approved as presented except that meetings will start at 4 PM not 5 PM.

9. Adjournment: Meeting was adjourned at 6:10. Next Meeting is **10/20/05**.